

OSA-1629-71

9 June 1971

MEMORANDUM FOR: See Distribution

SUBJECT: Initial Briefings for the New Director of  
Special Activities

1. Attached is a draft copy of the proposed initial briefing schedule for Brig. Gen. Wendell L. Bevan.

2. Request your concurrence or comments.



Executive Officer/Comptroller  
Office of Special Activities

25X1

Concur:

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SCHEDULE FOR  
BRIG. GEN. WENDELL L. BEVAN

21 June - 25 June 1971

Monday  
21 June

0900 Meet with Gen. Knowles  
1000 Processing - Hdqtrs.

Rm. No. Responsible Officer  
OSA Security Officer to accompany 25X1

1400 Organization of Agency;  
DDS&T Organization

1B02A Gen. Knowles  
C/SS/OSA

1500 Organization of OSA;  
Staffing Pattern

2D01 C/PD/OSA

Tuesday  
22 June

0800 Medical Processing

25X1

0930 Operational Missions Briefing

1D40 \* Office of Medical  
Hdqtrs. Services

25X1

1400 Security Briefing

1D11 Con. Cen. D/Ops/OSA

1A08 C/SS/OSA 25X1

\* OSA Security Officer will identify room location for Gen. Bevan on 21 June visit to Hdqtrs. On 22 June Gen. Bevan should identify himself at the Reception Desk in 1D40 and ask for Frances.

Wednesday  
23 June

0930 Materiel Briefing

2A08 D/M/OSA 25X1

1400 Aero Medical Briefing

1D11 Con. Cen. C/AMS/OSA 25X1

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Thursday  
24 June

0930. Communication <sup>5</sup>Briefing

Rm. No.  
1C15

Responsible  
Officer

[Redacted]  
C/Commo/OSA  
25X1

1100 Registry Briefing

1D08

[Redacted] Chief  
Registry Br.  
25X1

1400 Planning Programing, Budgeting  
and Finance *Briefing*

2B05

[Redacted]  
C/B&FD/OSA

Friday  
25 June

0930 Contract Management Briefing

2C04

[Redacted]  
C/CMD/OSA

1400 Industrial Audit Briefing

2A18

[Redacted]  
C/IAD/OSA

25X1